

Charity registration number: 800174

Company registration number: 02157661

acta Community Theatre Ltd

Unaudited financial statements

Year ended 31 March 2024

Independent examination completed 04 December 2024

acta Community Theatre Ltd

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acta Community Theatre Ltd

Administrative Details

CHARITY & COMPANY DATA

Registered in England and Wales Charity Number 800174

Registered in England and Wales Company Number 02157661

REGISTERED OFFICE ADDRESS

actacentre, Gladstone Street, Bedminster, Bristol, BS3 3AY

TRUSTEES DURING YEAR AND AT DATE OF APPROVAL OF REPORTS

Jeanette Bain-Burnett (Chair during year, appointed 9 June 2023)

Kerrie Schaefer (acting Chair at date of accounts approval)

Ruth Cochrane

Nerys Jones (appointed 14 September 2023)

Alex Bishop (resigned 14 September 2023)

Stephanie Brammar (resigned 14 September 2023)

John Davidson (resigned 14 September 2023)

Barbara Dettering (resigned 9 June 2023)

Kathryn Hopkins (resigned 14 September 2023)

Maria Nilsson (Treasurer during year, resigned 14 September 2023)

INDEPENDENT EXAMINER

Linden Accountants, 21 Sevier Street, St Werburghs, Bristol, BS2 9LB

BANKERS

CAF Bank, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

Trustees Report for the year ended 31 March 2024

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, submit their annual report and the unaudited financial statements for the year ended 31 March 2024.

Reference and administrative information set out on page 2 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

As a charity registered in England and Wales, the charitable company also reports in accordance with the Charity Commission for England and Wales' guidance on public benefit and the Charities Act 2011.

Structure, governance and management

The Charity is a charitable company limited by guarantee. It is governed by Memorandum and Articles of Association (September 1987), which provide details of the Council of Management and procedures for the Annual General Meeting, at which at least one third of trustees, those who have been longest in office, will be subject to retirement or rotation. The Memorandum of Association established the objects and powers of the charitable company, which is governed under its Articles of Association. The Council of Management act as both directors of the company and trustees of the charity, and give their time voluntarily and receive no financial benefits. The Council of Management meets twice monthly, and meetings are also attended by the Director and Finance and Operations Manager who work with the Chair and subcommittees to set the agenda. Trustees are also expected to serve on at least one of four subcommittees, which are currently responsible for Ambition & Quality, Environment, Finance, and Inclusivity & Relevance. Each subcommittee appoints a representative to report back on actions and proposals to be signed off by the full Council of Management.

The company accounts are reviewed by the trustees on a quarterly basis to ensure annual targets will be met, with the Treasurer attending twice monthly finance subcommittee meetings with the Director and Finance and Operations Manager prior to reporting back to the full Council of Management.

Employees are consulted on issues of concern to them through weekly company meetings and have been kept informed on specific matters directly by the Director and Finance and Operations Manager, in addition to regular supervision meetings. There is regular communication between management members and employees, both through the Director and Finance and Operations Manager, the Artistic Directorate and staff reports to the Council of Management.

The Director liaises with the trustees on the annual job review process for each employee.

The charity has implemented a number of detailed policies in relation to all aspects of personnel matters including Equality, Diversity & Inclusion, Health & Safety and Volunteers.

Full details of the business plan and policies are available from the actacentre.

Public benefit

All of acta's work exists for the benefit of the public, to bring about positive change for individuals and the community through promoting active, creative participation in theatre.

acta exists to support vulnerable people and marginalised communities; for those who may have low confidence and self-worth; live in isolation, or suffer poor mental and physical health.

acta's tried and tested method, which uses a combination of sharing stories and experiences, developing imaginations and creativity, devising and performing theatre, has been proven to:

- Reduce social isolation by working with partner agencies to identify and engage potential beneficiaries in creative social activities;
- Improve wellbeing by being part of a team, being valued, raising self-esteem and self-worth;
- Improve self-confidence and transferable skills by developing skills in presentation, language, communication, cooperative working; and
- Improve relationships between cultures and generations by working together across cultures and generations to develop mutual respect, and make new friendships

acta creates high quality and relevant community theatre, whilst also making happier, healthier and more connected people.

Core values are:

Participation	acta exists to provide access to participation in the arts for the most vulnerable and excluded sections of society;
Ownership	acta is committed to co-creation of all artistic product, with participants and professional facilitators sharing equal status;
Excellence	Excellence in facilitation, in performance process, in co-production and in the product;
Inclusiveness	acta is committed to providing equal opportunities to people without privilege, engaging marginalised people and promoting intercultural and intergenerational dialogue through theatre;
Partnership	acta is committed to proactively developing collaborations and partnerships within arts and wider sectors at local, national and international levels; and
Valuing people	acta is a caring organisation that listens to and supports vulnerable people, valuing their stories, cultural heritage and life experiences and enabling them to share these assets through making new theatre.

The Company has delivered 436 workshops (an 11% increase on the previous year) with the workshop programme expanding through funding from GambleAware for The Long Group and Bristol City Council supporting the East St Arts Festival workshops.

acta workshops also led to the production of 14 new shows which were seen by an audience of 1,061. We also welcomed Counterpoints to acta who presented to shows in their Platforma festival **Mohamed and Peter**, and **Crown**.

The company continuously reviews its aims and objectives to ensure that activities are developed in accordance with stated charitable purposes. Trustees have referred to the Charity Commission's general guidance on public benefit to review acta's aims and objectives and in planning future activities.

Aims and objectives

The Memorandum and Articles of Association describe our objects as follows:

- Instigate and supervise drama projects for youth and community groups;
- Provide all sections of society with the opportunity to participate in theatre;
- Supervise drama sessions with people who are encouraged to create and perform their own;
- Identify (in conjunction with others if necessary) areas and communities in which theatre activities are lacking and to remedy deficiencies identified as a result;
- Design projects which emphasise the educational aspects of workshops and the personal and social development of individuals within a group; and
- Supervise projects which are designed to assist community development.

Purpose – strategic aims

acta believes that theatre is for everyone, and exists to promote opportunities to access theatre and the related arts.

The Company works to a diversity action plan with the following strategic aims:

- acta workshops are open to everyone within the project target group;
- acta will make no charges to participants for workshops, and keep box office prices to a minimum, to ensure people are not prevented from participating for economic reasons;
- Workshops and performance venues are always welcoming, and accessible to the needs of the specific target group;
- acta will endeavour to provide transport to workshops for participants who may not otherwise be able to attend; and
- acta's artistic policy is to give all participants an equal opportunity to be involved in the project, with people encouraged to develop their own roles within the group. Project participants devise all acta shows, thus ensuring their relevance to the communities with which we are working.

Achievements and performance – a review of activities

Despite a challenging year, acta has delivered a significant artistic and activity programme, and started to explore new areas and opportunities to put the skills of the staff and the resources of the organisation to the benefit of the communities it serves.

Key programme activities

Connecting People

acta's workshops are almost all in person, with the exception of some of the Young Carers sessions. This has helped people reconnect and introduced new people to our workshops.

The Wellbeing Café has been a focal point for related activities that connect people and support their wellbeing such as the Nordic Walking and chair exercise. It is valued as another way for people to connect with friends and introduce new people to the acta's community.

Financial and reserves review

The company managed to add to its programme of workshops, projects and activities, but a standstill of funding from ACE and Bristol City Council alongside increases in utility prices and increases in overheads means we will see a drop in our unrestricted, general reserves down to £70,923.

The trustees continuously review their policy on free reserves, consulting Charity Commission guidance. acta has established a policy whereby the unrestricted funds not committed to, or invested in tangible fixed assets held by the charity (general funds), should be three months' normal operating costs, circa £100,000, although trustees recognise that this is challenging to meet in the current climate.

Although the charity's reserves currently fall slightly short, the charity will work towards meeting its reserves target, and are exploring new sources of funding and opportunities for income generation that tie in with acta's vision and values. The trustees therefore consider that the charity will continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

Risk management

The trustees work closely with the Director and Finance and Operations Manager to manage risks associated with the management of the Company.

The Company continues to invest in fundraising, and to diversify its funding sources and activities, to hedge against the potential loss of income. The company benefits from a clear fundraising strategy, and has secured funding from Arts Council England until 2026 and Bristol City Council Culture until 2026.

Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects, to ensure consistent quality of delivery for all operational aspects

of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

Statement of responsibilities of the trustees

The trustees (who are also directors of the charity for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent examiners

Godfrey Wilson informed acta they were unable to continue as our independent examiners and resigned from the engagement on 6 November 2024.

Linden Accountants were appointed as acta's external examiners at the trustees meeting on 29 April 2024.

Kerrie Schaefer

Kerrie Schaefer 13.12.2024

Acting Chair, acta Council of Management

Chair's Report

I am pleased to have the opportunity to celebrate another successful year of sharing the joy of theatre with an exciting range of existing and new groups in our community. acta was pleased to have confirmation of ongoing support from Arts Council England and Bristol City Council, underlining the role we play in the local and national cultural landscape.

Our well-established groups acta Company, Cornerstone Theatre Group, Lockleaze Youth Theatre, Making Time 2, Phoenix, Pick N Mix, and Young Carers continued to co-create work, performed in our theatre in Bedminster. We continued to deliver our Creative Wellbeing Café, and we worked with a range of other groups in the community, touching on sensitive and important issues.

We are grateful to our brilliant team of volunteers and staff for their ongoing commitment to creativity in the community. We've had some difficult moments this year, due to illness and bereavement but we've pulled together to support each other and demonstrate the strength of connection between us.

East Street Summer Arts Festival 5th July to 10th August 2023

We received support from Bristol City Council to fill East Street with creative activity over Summer 2023, in the hopes of attracting more people to the street and increasing foot traffic to local traders.

Our project had three distinct strands: East Street People's Art Gallery - Drop-in art workshops creating a collaborative jigsaw style piece.

Bedminster Poetry Group - Regular sessions leading to pop-up performances on East Street.

Bedminster Youth Theatre - Leading to a Promenade performance.

Toilet Story, presented by Forge

Forge, a two-year theatre training programme led by women, for women presented their work in early 2024. Over two years we introduced the Forge participants to a range of theatre skills, and then helped them specialise in either production or theatre-making – this culminated in an evening marking 2024's International Women's Day, where the participants transformed the acta building with installations centred around the group's chosen theme of public toilets and a performance that took place within the women's' toilets.

Continued Professional Development

Alongside our core engagement work, we also provide professional development

opportunities for others, helping to shape the next generation of Community Theatre practitioners. We reinvent these programmes regularly, in order to keep our work relevant as we respond to changing times.

Our Forge group, as detailed above, finished in early 2024 with a fantastic evening celebrating women.

Elevate, a programme to train a core group of practitioners to make high-quality and impactful community-based theatre and arts initiative, started up again in early 2024 and we are delighted to be working with ten diverse professionals with a broad range of interests.

This year we presented one free online seminar and were joined by Patrik Krebs of Divadlo Bez Domova (Theatre With No Home) in Bratislava, Slovakia. 21 people logged on to the Zoom to learn more about Patrik and his work.

Funders

We could not do all this work without the very generous support of funders. The funding landscape is increasingly challenging, and we are very fortunate to be supported by a wide range of donors.

We are grateful to remain as National Portfolio Organisation of the Arts Council England, as well as receiving funding from Bristol City Council's Cultural Investment Programme, alongside project support.

In addition, we have received several project grants and sponsors from other organisations:

Children in Need, Dandara Living, Gamble Aware, The Gibbs Trust, Historic England, Hedley Foundation, John Thaw Foundation, National Lotter Community Fund, The Nisbet Trust, Paul Hamlyn Foundation, Quartet Community Foundation, The Ragdoll Foundation, Singer Foundation, The Society of Merchant Venturers, St Monica Trust .

Kerrie Schaefer

Kerrie Schaefer 13.12.2024

Acting Chair, acta Council of Management

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ACTA COMMUNITY THEATRE LTD

I report to the charity's trustees on my examination of the accounts of acta Community Theatre Ltd for the period ended 31 March 2024.

Respective responsibilities of trustees and examiner

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the consolidated accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act'). The charity's trustees consider that an audit is not required for this year under Part 16 of the 2006 Act and under section 43(2) of the Charities Act 1993 (the Act), as amended by s.145 of the Charities Act 2011) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under the company law and is eligible for independent examination; it is my responsibility to:

- Examine the accounts (under section 145 of the 2011 Act),
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) Act),
- To also and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required by audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect:

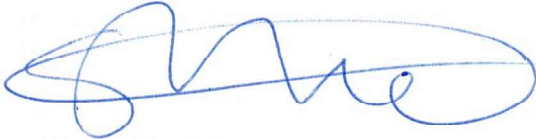
- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations

2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Steven Baptiste ACPA

Linden Accountants, Scrapstore House, 21 Sevier Street, St Werburghs, Bristol, BS2 9LB



Steven Baptiste

Date04th December 2024

STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)

YEAR ENDED 31ST MARCH 2024

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
INCOME					
Donations and legacies	2	106,324	-	106,324	113,786
Charitable activities	3	51,249	144,599	195,848	187,426
Other trading activities	4	19,183	-	19,183	15,468
Investments		3,102	-	3,102	1,071
TOTAL INCOME AND ENDOWMENTS		179,857	144,599	324,456	317,751
EXPENDITURE					
Raising funds		73,777	-	73,777	85,877
Expenditure on charitable activities	5	130,103	155,982	286,085	267,532
TOTAL EXPENDITURE		203,880	155,982	359,862	353,409
NET INCOME/(EXPENDITURE)		(24,023)	(11,383)	(35,406)	(35,658)
Balances brought forward		117,868	96,775	214,643	250,301
Gross Transfers Between Funds		1,248	(1,248)	-	-
Balances carried forward		95,093	84,144	179,237	214,643

The charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

acta Community Theatre Ltd

BALANCE SHEET

YEAR ENDED 31ST MARCH 2024

	Note	2024 £	£	2023 £
FIXED ASSETS:	9			
Tangible assets			7,778	9,171
CURRENT ASSETS:				
Debtors	10	12,933		35,981
Cash at bank and in hand		175,050		182,044
		<u>187,983</u>		<u>218,025</u>
CURRENT LIABILITIES:				
Creditors: falling due within one year	11	<u>(16,524)</u>		<u>(12,553)</u>
Net current assets			171,459	205,472
NET ASSETS:			<u>179,237</u>	<u>214,643</u>
FUNDS				
Unrestricted funds				
General funds		70,922		93,696
Designated funds		24,171		24,171
Restricted funds		<u>84,144</u>		<u>96,776</u>
			<u>179,237</u>	<u>214,643</u>

For the year ending 31st March 2024, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the directors and authorised for issue on
and are signed on their behalf by:

Kerrie Schaefer

13.12.2024

Acting Chair of Trustees

Charity Registration Number: 800174

The notes on pages 17 to 24 form part of these financial statements

CONSOLIDATED STATEMENT OF CASH FLOWS

YEAR ENDED 31ST MARCH 2024

	2024 £	2023 £
Net cash inflow from operating activities	(8,907)	(48,418)
Non-operational cash flows:		
Investing activities		
Payments for tangible fixed assets	(1,199)	-
Investment income	3,102	1,071
Financing activities		
Loan repayments	-	-
Net cash (outflow)/inflow for the year	<u>(7,005)</u>	<u>(47,347)</u>

Cashflow restrictions

Charity law prohibits the use of net cash inflows on any endowed or other restricted fund to offset net cash outflows on any fund outside its own objects, except on special authority. In practice, this restriction has not had any effect on cash flows for the year.

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2024

1 ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historic cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102 SORP) effective from 1st January 2019, and applicable UK Accounting Standards, the Charities Act 2011 and the Companies Act 2006.

Funds structure

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the terms of a specific appeal.

Income

All income is recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of income can be measured with sufficient reliability.

Income from donations is included when these are receivable, except as follows:

- When the donors specify that the donations given to the charity must be used in future accounting periods.
- When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-conditions have been met.

Income from grants, where there are performance or service deliverables required by the terms of the grant, are accounted for as the charity earns the right to payment through its performance.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that agree all costs related to the category. Support costs have been allocated 100% towards the charitable activities of the charity.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the direct pay and non-pay costs and support costs relating to those activities.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue its operations for the foreseeable future and therefore they have continued to adopt the going concern basis when preparing the financial statements.

Governance costs

Governance cost include those costs associated with meeting the constitutional and statutory requirements of the charity, and include its independent examination fees and costs linked to the strategic management of the charity including trustee expenses.

Tangible fixed assets and depreciation

Depreciation has been provided on all tangible fixed assets at rates calculated to write off the cost, less estimated residual value of each asset, over its expected useful life. The rates used are: 25% reducing balance for stage equipment, 25% reducing balance for office fittings and equipment. Items of equipment are capitalised where the total price for purchasing the item is greater than £500.00.

Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangement of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on the following basis:

	2024	2023
Raising funds	25%	30%
Charitable activities	75%	70%

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2024

2 INCOME FROM DONATIONS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Arts Council England NPO Funding	81,472	-	81,472	81,472
Bristol City Council Key Arts Provider	20,400	-	20,400	20,400
Donations	4,452	-	4,452	11,914
	<u>106,324</u>	<u>-</u>	<u>106,324</u>	<u>113,786</u>

3 INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Grant Income				
<u>Grants > £5,000</u>				
BBC Children in Need: Lockleaze Kids	-	29,998	29,998	36,498
St Monica Trust: Making time	-	19,786	19,786	19,836
Nisbet Charitable Trust	-	-	-	17,329
WECA: Core	-	-	-	13,000
Gamble Aware: The long group	-	23,115	23,115	12,114
Well being café	-	-	-	11,760
Ragdoll: Forge	-	11,000	11,000	11,000
Nisbet Charitable Trust: Phoenix	-	-	-	10,000
Quartet: Young carers	-	-	-	7,000
Quartet: Thriving theatre	-	-	-	5,000
WECA: Elevate	-	-	-	17,709
Bristol City Council: East St Regen	-	21,070	21,070	-
Historic England	-	10,500	10,500	-
Quartet: CCP	-	5,000	5,000	-
Quartet: Medlock	-	5,000	5,000	-
Singer Foundation	-	12,000	12,000	-
Other grants < £5,000	-	7,130	7,130	4,737
Total grant income	-	<u>144,599</u>	<u>144,599</u>	<u>165,983</u>
Box office and ticket sales	4,605	-	4,605	3,735
Fee income	46,644	-	46,644	17,708
	<u>51,249</u>	<u>144,599</u>	<u>195,848</u>	<u>187,426</u>

4 INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Premises Hire	9,081	-	9,081	12,840
Theatre bar sales	1,836	-	1,836	1,402
Café sales	3,066	-	3,066	1,226
Sponsorship	5,200	-	5,200	-
	<u>19,183</u>	<u>-</u>	<u>19,183</u>	<u>15,468</u>

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2024

5 TOTAL EXPENDITURE

	Raising funds £	Charitable activities £	Support and governance costs £	Total Funds 2024 £
Staff costs	41,953	99,220	68,594	209,766
Freelance fees		70,330		70,330
Premises costs			23,634	23,634
Vehicle hire		980		980
Production Costs		8,249		8,249
Office costs			7,908	7,908
Insurance			7,277	7,277
Travel and accommodation		1,952		1,952
Depreciation		2,593		2,593
Print, publicity and documentation		7,640		7,640
Venue hire		2,842		2,842
Participant & volunteer expenses		4,677		4,677
Training			2,892	2,892
Audit, accountancy and legal fees			4,753	4,753
Affiliations and subscriptions			1,930	1,930
Bank charges & interest paid			820	820
Bar / café costs	2,621			2,621
Donations made			(1,000)	(1,000)
	44,575	198,480	116,807	359,862
Allocation of support & governance costs	29,202	87,605	(116,807)	-
	73,777	286,085	-	359,862

TOTAL EXPENDITURE - Previous period

	Raising funds £	Charitable activities £	Support and governance costs £	Total Funds 2023 £
Staff costs	47,515	112,316	77,715	237,546
Freelance fees	-	36,211	-	36,211
Premises costs	-	-	21,532	21,532
Vehicle hire	-	3,522	-	3,522
Production Costs	-	9,229	-	9,229
Office costs	-	-	6,716	6,716
Insurance	-	-	7,414	7,414
Travel and accommodation	-	685	-	685
Depreciation	-	3,058	-	3,058
Print, publicity and documentation	-	9,361	-	9,361
Venue hire	-	3,020	-	3,020
Participant expenses	-	4,535	-	4,535
Training	-	-	3,927	3,927
Audit, accountancy and legal fees	-	-	2,402	2,402
Affiliations and subscriptions	-	-	570	570
Bank charges	-	-	529	529
Bar / café costs	2,152	-	-	2,152
Donations made	-	-	1,000	1,000
	49,667	181,937	121,805	353,409
Allocation of support & governance costs	36,210	85,595	(121,805)	-
	85,877	267,532	-	353,409

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2024

6 NET MOVEMENT IN FUNDS

This is stated following these charges:

	2024 £	2023 £
Depreciation	2,593	3,058
Trustees' remuneration	-	0
Trustees' expense reimbursement	-	41
Fee for independent examination	3,600	1650

In the current year no expenses were reimbursed to the trustees.

In the prior year one trustee had their expenses reimbursed by the charity, and these were wholly and exclusively relating to travel.

7 CORPORATION TAX

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

8 STAFF NUMBERS AND COSTS

Staff costs were as follows:

	2024 £	2023 £
Salaries and wages	196,364	217,226
Social security costs	8,837	15,347
Pension contributions	4,565	4,973
	209,766	237,546

The average number of employees (including senior management and leadership) during the year was:

	2024	2023
Staff	7	7.5

No individual employee earned more than £60,000.00 during the current or prior period.

Key management personnel

The key management personnel of the charitable company comprise the Trustees, Executive Director and Finance & Operations Manager. The total employment benefits of the key management personnel were £94,085

9 TANGIBLE FIXED ASSETS

	Stage Equipment £	Office Fittings & Equipment £	Totals £
COST:			
At 1 April 2023	122,606	62,741	185,347
Additions	-	1,199	1,199
At 31 March 2024	122,606	63,940	186,546
DEPRECIATION:			
At 1 April 2023	118,589	57,587	176,176
Charge for the year	1,004	1,588	2,593
At 31 March 2024	119,593	59,175	178,769
NET BOOK VALUE:			
At 31 March 2024	3,013	4,765	7,778
At 31 March 2023	4,017	5,154	9,171

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2024

10 DEBTORS

	2024 £	2023 £
Trade Debtors	8,939	9,311
Prepayments	3,994	3,756
Other Debtors	-	22,911
	<u>12,933</u>	<u>35,978</u>

11 CREDITORS: amounts falling due within one year

	2024 £	2023 £
Trade Creditors	1,038	223
Accruals	3,629	1,980
PAYE/NIC & Net Wage Liabilities	10,884	9,054
Other Creditors	972	1,296
	<u>16,524</u>	<u>12,553</u>

12 RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH INFLOW FROM OPERATING ACTIVITIES

	2024 £	2023 £
<u>Statement of Financial Activities: Net movement in funds</u>	(35,406)	(35,658)
Investment income	(3,102)	(1,071)
Depreciation	2,593	3,057
Increase in operational creditors: current liabilities	3,963	(3,570)
Decrease / (increase) in operational debtors	23,045	(11,176)
(Increase) / decrease in stock	-	-
Net cash (outflow) / inflow from operating activities	<u>(8,907)</u>	<u>(48,418)</u>

13 ANALYSIS OF CHANGES IN CASH DURING THE YEAR

	2024 £	2023 £	Change £
Cash at bank and in hand	175,050	182,056	(7,005)
	2023 £	2022 £	Change £
Cash at bank and in hand	182,056	229,402	(47,346)

14 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted Funds £	Designated Funds £	General Funds £	Total Funds 2024 £
Fixed Assets		7,778		7,778
Current Assets	84,144	15,000	88,839	187,983
Current Liabilities			(16,524)	(16,524)
	<u>84,144</u>	<u>22,778</u>	<u>72,315</u>	<u>179,237</u>
Prior period comparison	Restricted Funds £	Designated Funds £	General Funds £	Total Funds 2023 £
Fixed Assets		9,171	-	9,171
Current Assets	96,776	15,000	106,257	218,033
Current Liabilities			(12,561)	(12,561)
	<u>96,776</u>	<u>24,171</u>	<u>93,696</u>	<u>214,643</u>

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2024

15 ANALYSIS OF CHARITABLE FUNDS
For the year ended 31 March 2024

Analysis of Fund movements	Balance b/fwd	Income	Expenditure	Transfers	Fund c/fwd
	£	£	£	£	£
Restricted funds					
Paul Hamlyn Foundation: Cornerstone	10,712	-	(12,088)		(1,376)
BBC Children in Need: Lockleaze Kids	14,600	29,998	(26,452)		18,146
Nisbet Charitable Trust: Phoenix	17,114	-	(12,861)		4,253
Quartet: Young Carers	5,127	-	(4,916)		211
Lottery: Sudanese Youth Theatre	2,977	-	(2,584)	(393)	-
Sufia	(1,370)	-	-	1,370	-
St Monica Trust: Making trust	9,829	19,786	(26,432)		3,183
Historic England: WttH	4,982	5,500	(9,847)	(635)	-
Ragdoll: Forge	4,325	11,000	(11,455)		3,870
GambleAware: The Long Group	9,209	23,115	(4,730)		27,594
Quartet: Thriving Theatre	2,989	-	(2,989)		-
Quartet: Core	5,350	-	(5,350)		-
Bristol City Council: East St Regen.	-	21,070	(20,850)	(220)	-
BCC: Warm Spaces	6,123	-	(3,701)		2,422
Historic England: Workhouse	-	5,000			5,000
Quartet: CCP	-	5,000	(1,959)		3,041
Quartet: Medlock	-	5,000	(4,317)		683
Singer Foundation: Elevate	-	12,000	(1,794)		10,206
Other small grants	4,809	7,130	(3,657)	(1,370)	6,912
Total restricted funds	96,776	144,599	(155,982)	(1,248)	84,144
Unrestricted funds					
General funds	93,696	179,857	(203,880)	1,248	70,922
<u>Designated funds</u>					
Premises repairs reserve	10,000	-	-	-	10,000
Equipment reserve	9,171	-	-	-	9,171
Thresholds	5,000	-	-	-	5,000
	24,171	-	-	-	24,171
Total unrestricted funds	117,867	179,857	(203,880)	1,248	95,093
Total funds	214,643	324,456	(359,862)	-	179,237

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2024

16 ANALYSIS OF CHARITABLE FUNDS

Prior period - For the year ended 31 March 2023

Analysis of Fund movements	Balance b/fwd	Income	Expenditure	Transfers	Fund c/fwd
	£	£	£	£	£
Restricted funds					
Paul Hamlyn Foundation: Cornerstone	90,000	-	(75,663)	(3,625)	10,712
BBC Children in Need: Lockleaze Kids	(193)	36,498	(21,705)	-	14,600
Nisbet Charitable Trust: Phoenix	1,639	27,329	(11,854)	-	17,114
Quartet: Young Carers	2,638	7,000	(4,511)	-	5,127
Lottery: Sudanese Youth Theatre	9,995	-	(7,018)	-	2,977
Sufia	3,720	-	(5,090)	-	(1,370)
St Monica Trust: Making trust	5,851	19,836	(15,858)	-	9,829
Historic England: WttH	5,903	-	(921)	-	4,982
WECA: Elevate	-	17,709	(19,324)	1,615	-
BCC: Warm Spaces	3,000	11,760	(8,637)	-	6,123
Ragdoll: Forge	-	11,000	(10,300)	3,625	4,325
GambleAware: The Long Group	-	12,114	(2,905)	-	9,209
Quartet: Thriving Theatre	-	5,000	(2,011)	-	2,989
Quartet: Core	-	10,000	(4,650)	-	5,350
WECA: Core	-	3,000	(3,000)	-	-
Other small grants	-	4,737	(4,690)	4,762	4,809
Total restricted funds	122,553	165,983	(198,137)	6,377	96,776
Unrestricted funds					
General funds	100,519	151,768	(152,214)	(6,377)	93,696
Designated funds					
Premises repairs reserve	10,000	-	-	-	10,000
Equipment reserve	12,229	-	(3,058)	-	9,171
Thresholds	5,000	-	-	-	5,000
	27,229	-	(3,058)	-	24,171
Total unrestricted funds	127,748	151,768	(155,272)	(6,377)	117,867
Total funds	250,301	317,751	(353,409)	-	214,643

Restricted fund descriptions

Paul Hamlyn Foundation: Cornerstone - Three year (2020 to 2023) support for engagement of diverse communities in programme and workforce, plus sector development

BBC Children in Need: Lockleaze Kids - Support for drama and theatre workshops with children aged 5 to 9 years old in Lockleaze.

Nisbet Charitable Trust: Phoenix - Phoenix Theatre, weekly drama and theatre workshops for vulnerable young adults aged 16 to 25 years old.

Quartet: Young Carers - Weekly youth theatre for young carers, meeting online this year.

Lottery: Sudanese Youth Theatre - Support for weekly drama and theatre workshops for children from the Sudanese community of Bristol.

Sufia - A free participatory arts programme by and for Sudanese people living in Bristol. It includes; youth theatre, women's storytelling, men's drumming, creating arts intensives for young people, and Sudafest, a festival celebrating Sudanese culture and arts.

St Monica Trust - Supports Making Time 2, a creative arts group for over 55's including a home cooked hot meal.

Historic England: Welcome to the Hippodrome - funding support for a series of performances celebrating the historic Bedminster Hippodrome music hall.

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2024

WECA: Elevate - Elevate, is a professional development scheme for practitioners who face barriers and challenges to pursuing a career in theatre due to a number of different circumstances, whether that was down to social or familial barriers, or health and wellbeing challenges.

Bristol City Council: Warm Spaces - A safe and welcoming space for communities, reducing isolation and making a positive impact on residents' mental health and wellbeing.

Ragdoll: Forge - Forge is a two-year (September 2022 to August 2024) theatre training programme led by women, for women. Over two years we are introducing young women to a range of theatre skills, and then helping them specialise in either production or theatre making.

Gamble Aware: The Long Group - The Long Group is a creative support group for people in recovery from gambling harm. Set up as a partnership with Addiction Recovery for All, The Long Group is a supportive, friendly environment supporting its members to live happy and healthy lives.

Quartet: Thriving Theatre - Thriving Theatre originated from acta's 2021 Hard Evidence project, a partnership with the Biomedical Research Centre. The project looked into using creative methods to disseminate scientific findings, in this case the importance of using mindfulness for trauma to support survivors of domestic violence. The cast of Hard Evidence were keen to continue working creatively with acta, and worked to set up Thriving Theatre, a creative support group for survivors of domestic abuse, beginning sessions in 2023.

Quartet: Core - £10,000 for design and development of a new, accessible and mobile friendly acta website.

WECA: Core - Funding to provide training for the CPD (continuing professional development) of the Director Oliver Jones.

Other small grants (various) - Various small grants to support the local programme.

Designated funds descriptions

Premises repairs reserve - Funding designated for major repairs and upgrades to the external and internal condition of the premises.

Equipment reserve - Funding designated to ensure acta have the capacity to maintain and upgrade technology without impacting on the day to day running of the organisation.

Thresholds - Donation to support current and future projects by acta.

Transfers between funds

Transfers to restricted funds are to cover the overspend on any restricted projects.

17 RELATED PARTY TRANSACTIONS

There were no related party transactions between the charity and the trustees or persons or entities connected to them during the year.

18 GOVERNMENT GRANTS

The charitable company received the following government grants:

	2024	2023
Arts Council England	81,472	81,472
Bristol City Council	41,470	20,400
	<u>122,942</u>	<u>101,872</u>

There are no unfulfilled conditions in respect of the government grants disclosed above (2023: none).

The charity did not benefit from any forms of government assistance during the year (2023: none).